

November 23, 2009

TO: ALL POTENTIAL PROPOSERS

RE: RFP No. 2503-10-54

“General Real Estate & Oyster Lease Appraisal Services”

Questions & Answers

1. Q: The RFP does not state how many reports or any specific property to appraise. Other agencies do blanket RFP's as this, however, individually bid each property assignment, will that be the case here?

A: **No. Property(s) will be appraised on as needed basis by tasking order. There will be no bidding on assignments.**

2. Q: Can I include all extra expenses, such as travel and other overhead expenses within my bid per hour for RFP?

A: **Travel expense shall be separate and in accordance with state travel regulations per Enclosure (2), Page 3 of 5 Pages, 9. NOTE. Overhead expenses submitted in VOLUME II (explained in Enclosure (2), Page 4 of 5 Pages, B.2.) shall be included in hourly rates.**

3. Q: How will the normal hourly rate per report be determined? Such as I would bid a lower hourly rate while another bidder is higher but does the report in a shorter period thereby creating an overall lower total value. So who determines the appropriate time frame for each report?

A: **Proposer will charge the hourly rate reflected on the rate schedule. An appropriate amount of time will be stated in the tasking order. Depending on the complexity of the appraisal, additional time may be granted to complete the task.**

4. Q: Can the insurances be purchased and applied after the bid is awarded but prior to contracting?

A: Yes.

5. Q: Will less weight be given to unaudited financial statements?

A: **Financial statements are not scored. They are submitted to ensure the proposers accounting system is adequate to allocate costs in accordance with generally accepted accounting principles.**